

**MINUTES  
TOWN OF EDGEWOOD  
SPECIAL COUNCIL MEETING – AUGUST 19, 2008 @ 6:00 P.M.  
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD**

**1. CALL TO ORDER.**

Mayor Stearley called the Meeting to order at 6:00 P.M.

All Councilors were present with the exception of Councilor Simmons. Also present was Ms. Karen Mahalick, Community Planning & Zoning Manager, and Ms. Estefanie B. Muller, Clerk – Treasurer.

**2. PLEDGE OF ALLEGIANCE.**

**3. APPROVAL OF AGENDA.**

**MOTION:** Councilor Hill made a motion to approve the Agenda with the following changes:

- PRC Rate case will no longer be in Closed Session.
- Acquisition of Real Property will follow Item number 7.
- Items under Number 8 will be tabled.

Councilor Felton seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Felton voted aye.  
Councilor Hill voted aye. The motion carried.

**4. CLOSED SESSION.**

**As per motion and roll call vote, pursuant to NMSA 1978, 10-15-(H)(7) and 10-15-(H)(8) the following will be discussed in Closed Session.**

- Litigation – PRC Rate Case.

This item was held in Open Session.

Mayor Stearley discussed this item stating that if the Council wanted to intervene it would have to happen before the end of October.

Councilor Hill discussed the effects on the Town of Edgewood and that Council should continue to monitor the situation.

Mayor Stearley discussed the costs to the Town in the event that the Attorney David Henderson becomes involved and that the budget would have to be adjusted to accommodate this.

Councilor Felton reviewed this item for the benefit of the public.

Mayor Stearley discussed some of the issues surrounding this case.

Mayor Stearley answered questions from the audience regarding this issue.

- Acquisition of Real Property.

This Item was moved to a later position on the Agenda.

**At this time Councilor Simmons was present.**

Ms. Muller discussed the status on the work orders for Section 16 and Section 34. Mayor Stearley requested staff to place the work order for Section 34 on the next Agenda.

**5. CAPITAL IMPROVEMENT PLAN (CIP).**

Ms. Mahalick reviewed this item.

Councilor Hill asked about drainage being an issue and if a concrete barrier could be utilized to prevent any problems.

Mayor Stearley asked about the Public Works Facility and a temporary solution that Mr. Norton Henninger had suggested inquiring if this would be a part of the CIP program also.

Ms. Mahalick discussed the crack seal project and the financial detail involved.

Councilor Simmons stated she would encourage the idea of multi-purpose and multi-use facilities as a means to save money.

**6. INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP).**

(deadline to submit resolution – September 30, 2008)

Ms. Mahalick stated that the Council should take a look at the items and then choose five priority items for funding. This item will be on the next Agenda for final review.

**7. BUDGET ITEMS.**

- GRT Revenue.

Mayor Stearley discussed the different areas that are generating GRT including retail, construction, and food.

- Municipal Library.  
Location.

Mr. John Suda discussed the different locations and their pros and cons including the John Brooks Facility @ 1800 square feet and the Pitman building @ 3800 square feet.

Mr. Suda discussed the amount of time that it will take to have a facility built on Section 16 and that a larger building would be best at this time.

Budget.

Mayor Stearley gave a Power-point presentation and discussed the library budget to include any modifications or improvements as well as new shelving and other items and lighting.

Mayor Stearley stated that the Library does have some money in the bank at this time as well as the Legislative funds that will be provided leaving the town responsible for \$15,000 annually.

Mayor Stearley described the Pitman Building stating that it was an attractive facility and would encourage patrons to visit.

Mayor Stearley encouraged the Council to enter into negotiations with the Building Owner for the improvements as well as the increase in cost after the first three years. Councilor Simmons asked what the utilities had been averaging in the Pitman building. Mayor Stearley stated that he would get those figures.

Councilor Felton asked if the building would qualify as passive solar.

Councilor Hill stated that passive solar was poorly defined and that his concerns were with the ADA compliance.

Councilor Hill asked about the terms of the lease and requested that this be cleared with the Town Attorney.

Councilor Hill discussed the possibility of the land and building being donated to the Town for the purposes of a Community Library.

Councilor Felton discussed the possibility of synchronizing leases to the same cycle.

Councilor Simmons stated that she would like to see something done with the new fire station and to meet with the financial advisor to devise some long range planning.

Councilor Hill stated that he would encourage the Council to have someone really look carefully at the building for ADA compliance.

Mayor Stearley stated that Ms. Muller would provide the Work Plan from the Engineer for Section 16 tomorrow night for the Regular Council Meeting.

Mayor Stearley stated that he would like to schedule a special meeting to include the financial advisor, the completion of the Sewer plant and Dr. McGuckin and all the parties that can help to finish the Sewer and determine what the rates will be.

Mayor Stearley reviewed the remaining budget items on the Power-Point.

Approval of lease agreement with Mark Jensen.

Mayor Stearley reviewed this item.

Ms. Muller reviewed the changes that were made to the agreement on #8, the tenant agrees to give Landlord 30 day notice of intention to vacate.

**MOTION:** Councilor Simmons made a motion to approve the Lease Agreement with Mr. Mark Jensen with the amendment. Councilor Hill seconded the motion for discussion.

Councilor Hill made a disclosure that Mr. Mark Jensen that was his first cousin and wanted to inform the Council that he was prepared to recuse himself if necessary. All Councilors and the Mayor stated that they saw no conflict.

**VOTE:** Councilor Simmons voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Abrams voted aye. The motion carried.

At this time Council entered into a discussion regarding this lease and some of the possible issues.

Councilor Abrams expressed his concern about moving all the shelving and books.

Mayor Stearley stated that the volunteers wanted to handle all the moving.

Councilor Felton asked if the Council should be concerned about the safety of the

volunteers and any issues that may arise if one of them were injured.  
Ms. Carol-Ann Bowman stated that the Library was insured.  
Mayor Stearley requested Staff to look into the insurance for this.

- 70' Steel Bridge Acquisition – Huston Construction.

Mayor Stearley reviewed this item. Councilor Simmons requested that staff present a letter to Ms. Houston thanking her but the Town declines.

Mayor Stearley requested Ms. Muller compose this letter.

- Town Employees Salary Increase.
- Job Description of Librarian.

Mayor Stearley reviewed the Job Descriptions for Council.  
Councilor Simmons asked who would become the spokesman for the Library.  
Mayor Stearley stated that Advisory Board would remain that voice but then clarified that the Librarian would make the reports to the Council at the meetings.

- Job Description of Library Staff

**MOTION:** Councilor Felton made a motion to approve the Job Descriptions of the Librarian and Library Staff. Councilor Simmons seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Felton voted aye.  
Councilor Hill voted aye. Councilor Simmons voted aye.  
The motion carried.

- Job Description for Maintenance-Custodial Position.

**MOTION:** Councilor Hill made a motion to table this item until the Regular Council Meeting of September 3, 2008. Councilor Felton seconded the motion.

**VOTE:** Councilor Simmons voted aye. Councilor Hill voted aye.  
Councilor Felton voted aye. Councilor Abrams voted aye.  
The motion carried.

- Approval of Traffic Barriers & Cones Rental.

**MOTION:** Councilor Abrams made a motion to approve the rental of the Traffic Barriers and Cones for the Parade. Councilor Hill seconded for discussion.

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Initials

Councilor Hill stated that he feels this is an administrative decision and the Mayor should have the authority to make this decision.

Mayor Stearley stated that he needed to know which budget to take it out of and therefore this was brought before Council.

Councilor Hill stated that in the future these items should be handled administratively.

Mayor Stearley suggested adding a budget item to the Public Safety Department for matters like this.

**VOTE:** Councilor Simmons voted aye. Councilor Hill voted aye.  
Councilor Felton voted aye. Councilor Abrams voted aye. The motion carried.

- Remaining Budget Items.

Mayor Stearley reviewed a new software package at a cost of \$30,000.00 a one time purchase.

Mayor Stearley reviewed other budget items including CIP.

Mayor Stearley asked the Council to look at this as a five-year budget and keep the Sewer Loan Payment of \$185,946.00 active and the same for the maintenance of the Recreation Field at \$30,000.00.

Councilor Simmons asked about if any of the components on the sewer that are at risk of drying out if not in use.

Ms. Mahalick stated that Norton was handling regular maintenance to prevent any such issues.

Ms. Mahalick discussed the need for an additional employee to handle maintenance, weed removal and general repairs so they are not asking the Road Supervisor to provide these services.

Councilor Simmons asked about employing some of the Boy Scouts for weed removal.

Ms. Mahalick stated that the Boy Scouts do provide community service and may be interested. She also stated the Mr. Chuck Ring was also in the process of putting together some volunteers because the Highway Department stated that they would not do it.

Mayor Stearley reviewed the effects to the budget if a new employee is hired for maintenance.

Mayor Stearley reviewed the raise package based on merit performance at a cost of \$15,000.00 and also the increase to the Clerk-Treasurer pay rate from the Deputy Clerk status.

Councilor Felton requested that the Town look again at modernizing and the possibility of purchasing lap-top computers.

Councilor Hill suggested that Council should take a look at general policy and set priorities.

Mayor Stearley discussed the order of priorities and the ability to shift them as needed.

## 8. RESOLUTIONS.

B. Resolution No. 2008-48 Restriction of Gross Receipts Tax Derived from New Construction. This item was tabled.

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Initials

C. Resolution No. 2008-51 Budget Resolution. This item was tabled.

**9. ANNOUNCEMENTS, CALENDAR REVIEW & FUTURE AGENDA ITEMS.**

- Regular Council Meeting – August 20, 2008 @ 6:30 P.M.
- Regular Council Meeting – September 3, 2008 @ 6:30 P.M.
- Regular Council Meeting – September 17, 2008 @ 6:30 P.M.

**10. ADJOURN.**

**MOTION:** Councilor Simmons made a motion to adjourn the Meeting.

**VOTE:** All Councilors voted aye. The motion carried.

Mayor Stearley adjourned the meeting at 8:10 P.M.

**APPROVED AND ADOPTED this 3<sup>rd</sup> day of SEPTEMBER, 2008.**

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Honorable Robert Stearley, Mayor

**ATTEST:**

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Estefanie B. Muller, Clerk-Treasurer